

CITY COUNCIL REPORT

DATE: May 17, 2015

TO: Mayor and Councilmembers

FROM: Erik Solberg, Public Works Director

CC: Jeff Meilbeck, Josh Copley, Jerene Watson, Leadership Team

SUBJECT: CORE SERVICES MAINTENANCE FACILITY PROJECT
DEVELOPMENT ACTIVITIES UPDATE

Following is an update on the items that are in progress on the Core Services Maintenance Facility & Current P/W yard:

- Staff decided to simultaneously process the required annexation and rezoning applications. It was further decided to utilize the Direct Ordinance method which requires a site plan application which will be processed administratively in parallel with the annexation and rezoning applications. The Direct ordinance method provides added clarity and transparency through the public hearing processes with the Planning and Zoning Commission and Council. This comprehensive method will provide the public with the most information and streamline the public processes and provide additional efficiency for the City & SWI during the administrative and public hearing processes.
- During the site layout process, SWI's architect consultant Johnson Walzer Associates (JWA) reviewed the existing preliminary architectural programming. After their review, JWA recommended that a detailed architectural program be developed. The original programming was a good starting point for budget purposes, but not the architectural program required to design the project for Community Development "Site Plan" approval and to be able to move to Construction Plans following the approval. At this point our task changed from review of the existing program to developing a program. The project also required the development of a lighting analysis to be used by the project team to meet or exceed the Dark Sky requirements which included meetings with Naval Observatory, Lowell Observatory and Flagstaff Dark Skies coalition. The timeline required to produce the detailed programming was 6 weeks in addition to the project timeline.
- Sale of current Public Works Yard – The City Attorney's Office is reviewing all documents related to the property to determine if there are any legal issues concerning its sale.

DISCUSSION

The annexation/rezoning/site plan approval is currently in progress and is scheduled to be complete December 2015. The dates with asterisk (*) indicate the latest it would take for review.

Scheduled milestone dates for these activities are as follows:

Concept Plan Approval

- ✓ November 18, 2014 – Concept Plan Submitted to City (complete)
- ✓ February 9, 2015 – Concept Plan Approval (complete)

Annexation

- ✓ May 5, 2015 – Submitted Application(complete)
- October 28, 2015 – Planning & Zoning Commission Meeting*
- December 8, 2015 – City Council Work Session*
- December 15, 2015 – City Council Meeting*

Rezoning

- ✓ January 21, 2015 – Neighborhood Public Meeting (complete)
- ✓ May 5, 2015 – Application submitted (complete)
- October 28, 2015 – Planning & Zoning meeting*
- December 8, 2015 – City Council Work Session*
- December 15, 2015 – City Council Meeting*

Site Plan

- ✓ May 5, 2015 – Initial Site Plan Submitted (complete)
- June 11, 2015 – Site Plan Resubmittal*
- July 9, 2015 – Site Plan Approval*

Design

- July 2015 – Staff to work with procurement on bid
- September/October 2015 – Council award contract

Upon approval of the site plan, detailed design can begin. Detailed plans and construction drawings are estimated to take approximately 8 months to complete, with an estimated date of completion of May 1, 2016. Construction duration is currently estimated at 12 months, with completion estimated for May 1, 2017.

RECOMMENDATION / CONCLUSION

This report is for information only.